SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

RI-MC002						
REQUESTING PARTY (Name and Address)	Records and Copies can be accessed Online) .				
	For more information visit: www.riverside.courts.ca.gov/onlinecopyreque	st				
TELEPHONE NO: FAX NO. (Optional): E-MAIL ADDRESS (Optional):						
□ BANNING 311 E. Ramsey St., Banning, CA 92220 □ BLYTHE 265 N. Broadway, Blythe, CA 92225 □ HEMET 880 N. State St., Hemet, CA 92543 □ INDIO 46-200 Oasis St., Indio, CA 92201 □ MORENO VALLEY 13800 Heacock St., Ste. D201, Moreno Valley, CA 92553 □ MURRIETA 30755-D Auld Rd., Ste. 1226, Murrieta, CA 92563 □ PALM SPRINGS 3255 E. Tahquitz Canyon Way, Palm Springs, CA 92262 □ RIVERSIDE APPEALS 4100 Main St. Riverside, CA 92501 □ RIVERSIDE CRIMINAL 4100 Main St. Riverside, CA 92501	CASE OR CITATION NUMBER:					
RIVERSIDE FAMILY LAW 4175 Main St., Riverside, CA 92501 RIVERSIDE CIVIL & PROBATE 4050 Main St., Riverside, CA 92501	(IF KNOWN)					
TEMECULA 41002 County Center Dr., Ste. 100, Temecula, CA 92591						
REQUEST FOR RECORDS SEARCH AND/OR COPIES						
INSTRUCTIONS: Please complete the information below to request a record search and/or copies of court records. You will be required to pay necessary fees in <u>advance</u> of the records being provided to you. Please note that some cases are confidential. You must be party to a case and have valid photo identification, or have a court order, to obtain copies of confidential cases. Juvenile records are not available by mail. Please include a self-addressed, stamped envelope large enough to accommodate the requested documents. If a self-addressed, stamped envelope with sufficient postage is not provided the court will include postage fees when completing the check or posting fees to your credit card.						
PLEASE COMPLETE ALL KNOWN INFORMATION						
I am requesting a records search copy work.						
Name(s) to be searched:	(MIDDLE) (LAST)					
(FIRST)	(MIDDLE) (LAST)					
Date of Birth: Driver's License/ID#						
Business Name to be searched:						
Case Type: Unlimited Civil Limited Civil Small Claims Family Law Probate Criminal Traffic						
Date/Year case started: Date/Year case ended:						
I am looking for:	below					
Document(s) Requested (please be as specific as possible	Date Filed Certify Exemplify/N Y/N	y				
In accordance with Government Code sections 70626, 70627, 70628, 70674, and rule 10.815 fees are required as follows:						
Certification Fee: \$25.00 per document O	Copy Fees: \$0.50 per page Off-Site File/Record Retrieval: \$15.00 Applicable postage					

Checks are payable to the 'Riverside Superior Court'. If the amount owed is known, a check can be submitted with your copy request. 'Not to exceed checks', if the amount is unknown, should indicate the amount the check cannot exceed. All checks must be preprinted with the maker's name and address.

REQUESTING PARTY :		CASE OR (CASE OR CITATION NUMBER: (IF KNOWN)	
To pay by credit card, please complete the	following:			
I hereby authorize the Riverside Superior (not exceed \$	Court to charge my	credit card account.	Credit Card charges should	
Cardholder Name:				
☐ Visa ☐ MasterCard ☐ Discove Card #:	_	•	on Date: / /	
Date: Cardholder's				
	FOR COURT	USE ONLY		
Systems Searched: Genesis IND-SUN			Microfiche	
Other:				
Processed by:				
Records Search Fee:	\$15.00 x	= \$	Total	
Copy Fee:	\$ 0.50 x		Total	
Certification Fee:		= \$	Total	
Certified Divorce Decree:	\$15.00 x			
Exemplification Fee:		= \$		
Off-Site File/Document Retrieval Fee:	\$15.00 x	= \$	Total	
Postage:	\$	\$	Total Fee Due	
		\$ \$	Total Fees Paid	
		Ψ	rotal rees raid	
Receipt Number:				
☐ Check/Money Order				
☐ Credit Card				
Fee Waiver (filed and approved)				